

INSTRUCTIONS

Purpose of This Form:

This form facilitates the processing of applications for various benefits filed by persons in A, G, or NATO status, or by persons requesting A or G status. This form provides the Department of State (DOS) and the Immigration and Naturalization Service (INS) with information necessary to identify the applicant and the person from whom the applicant's status is, or will be, derived (the principal alien). It assists DOS and INS in the exercise of their joint responsibility in the adjudication of various applications including applications for Employment Authorization.

Who is to Use This Form:

You must use this form: [1] if you are applying for dependent employment authorization as an eligible A-1, A-2, G-1, G-3, G-4 or NATO dependent. The definition of dependent and the eligibility requirements appear in 8 CFR 214.2(a), 8 CFR 214.2(g) and 8 CFR 214.2 (s). Or, [2] if you are applying for a change or adjustment of status to, or from, A or G status.

General Instructions:

Please read the instructions carefully. Each applicant must file a separate Form I-566. Please answer all questions by typing or clearly printing in ink. Indicate a non-applicable question with "N/A". If the answer is "none", please so state. Submit both copies of the form. If you need extra space to answer any item, attach a sheet of paper with your name on it, as well as your PID (if available), and indicate the item number. You may wish to make a copy of your Form I-566 for your records. If your request is urgent, you may so indicate and INS will make every effort to expedite the processing time.

DEPENDENT EMPLOYMENT AUTHORIZATION

Your request for employment authorization as an A, G, or NATO/SACLANT dependent is based on either: [1] a formal, written bilateral agreement between the United States and the country which employs your principal; [2] a de facto arrangement between the United States and the country which employs the principal alien, (employment authorization under a de facto arrangement requires that your principal is a national of the country which employs him/her,) or, [3] the G-4 dependent employment regulations which appear in 8 CFR 214.2(g), or (4) the NATO dependent employment regulations which appear in 8 CFR 214.2(s). If you have a question about which of the above may apply to you, contact the diplomatic mission, international organization, or NATO/SACLANT/DOD command which employs your principal alien.

1. Application for Dependent Employment by an Unmarried Child under Age 21, or by a Spouse.

Complete I-566 parts: A, B, C-1, D, E.

Attach required supporting documents:

- under a bilateral agreement: documentation, if any, specified in applicable agreement.
- under a de facto arrangement or the G-4 regulations: a statement from your prospective employer.

2. Application for Dependent Employment by an Unmarried Son or Daughter Who Is a Full-Time, Post-Secondary Student Between the Ages of 21 and 23 (or Between the Ages of 21 and 25 under Certain Bilateral Agreements).

Complete I-566 parts: A, B, C-1, D, E.

Attach required supporting documents:

- under a bilateral agreement: a statement from your school, and other documentation if specified in the applicable agreement.

- under de facto arrangement or the G-4 regulations: statements from your prospective employer and school.

3. Dependent Employment for an Unmarried Son or Daughter over Age 21, Who Is Mentally or Physically Unable to Care for Self and Cannot Establish His/Her Own Household.

Complete I-566 parts: A, B, C-1, D, E.

Attach required supporting documents:

- under a bilateral agreement: a statement from your physician, and other documentation if specified in the applicable agreement.
- under a de facto arrangement or the G-4 regulations: statements from your prospective employer and physician.

INSTRUCTIONS FOR FILING YOUR APPLICATION FOR EMPLOYMENT AUTHORIZATION: (THERE IS NO I-765 FEE FOR THESE DEPENDENTS)

1. **FOR A AND G DEPENDENTS:** Submit your complete application package (see Form I-765 for list of required documents) to DOS through your diplomatic mission or international organization. In New York City, the United Nations (UN) and UN missions should submit to the United States Mission to the UN (USUN). DOS/USUN will forward favorably endorsed applications directly to INS. Incomplete applications will be returned with an explanation of the deficiency; for the UN and UN missions, INS will contact USUN. If your application is approved, INS will transmit your employment authorization in accordance with current procedures, of which missions have been informed by circular diplomatic note.
2. **FOR NATO DEPENDENTS:** Submit your complete application package (see Form I-765 for list of required documents) to NATO SACLANT/C-024, 7857 Brandy Road, Suite 100, Norfolk, VA 23551-2490. If your NATO principal is stationed at a diplomatic mission or international organization, your completed application should be forwarded to DOS through your diplomatic mission or international organization. If a bilateral dependent employment agreement containing a numerical limitation on the number of dependents authorized to work is applicable, NATO SACLANT/DOS must consult with DOS' Office of Protocol to confirm and certify that this numerical limitation has not been reached prior to transmitting the dependent employment application to the Service. NATO SACLANT/DOS will forward favorably endorsed applications directly to INS. INS will notify SACLANT when your application is received and, again, when a decision is made on your application. Incomplete applications will be returned with an explanation of the deficiency to NATO SACLANT. Questions may be directed to NATO SACLANT at 757-445-3640 (Fax 757-445-3310)

CHANGE/ADJUSTMENT OF STATUS

1. Application for Change of Nonimmigrant Status to A or G Status.

Complete I-566 parts: A, C-2, D, E. Also, Part B if you are not applying to be the principal alien.

Attach required supporting documents: Your I-94, I-539. Also, DSP-110 or DSP-111, as appropriate, if you are applying to be the principal alien.

Submit to DOS, through your diplomatic mission or international organization.

2. Application for Adjustment of Status under Section 247(a) of the Immigration and Nationality Act from Immigrant to A or G Status.

Complete I-566 parts: A, C-2, D, E. Also Part B, if you are not applying to be the principal alien.

INSTRUCTIONS (Continued)

Attach required supporting documents: DSP-110 or DSP 111, as appropriate, if you are applying to be the principal alien.

Submit to DOS, through your diplomatic mission or international organization.

Upon receipt of your I-566 with a favorable endorsement from DOS, submit both copies of it, your I-151 or I-551 and I-407 to the INS office having jurisdiction over your place of residence.

Note: If you are a permanent resident, who wishes to be employed in an A or G occupation while retaining your permanent resident status, contact the INS office having jurisdiction over your place of residence for procedures under Section 247 (b) of the Immigration and Nationality Act.

3. Application for Change of Nonimmigrant Status from A or G Status.

Complete I-566 parts: A, C-2, D. Also Part B, if you are not the principal alien.

Submit to DOS.

Upon receipt of your I-566 with a favorable endorsement from DOS, submit both copies of it, your I-94, I-539 if changing to B, F, I, M or J or I-129 if changing to any other nonimmigrant classification and all documentation required to establish eligibility for the status you are requesting to the INS office having jurisdiction over your place of residence.

4. Application for Adjustment of Status from A or G Status to Immigrant Status.

Complete I-566 parts: A, C-2, D. Also Part B, if you are not the principal alien.

Attach required supporting documents: I-94, I-485 package, I-508, I-508F if you are a French National, and all documentation required to establish eligibility for the status you are requesting.

Submit to the INS office having jurisdiction over your place of residence.

5. Application by an A-1, A-2, G-1 or G-2 Applying under Section 13 of the Act of September 11, 1957.

Complete I-566 parts: A, C-2, D. Also Part B, if you are not the principal alien.

Attach required supporting documents: I-94, I-485 package, I-508, and I-508 F if you are a French National.

Submit to the INS office having jurisdiction over your place of residence. INS cannot process the request until it has forwarded the I-566 to the visa office and been advised of the official position, the date of onset and termination of status, and whether the visa office has any objection to the requested adjustment under this section

DEFINITIONS

NATO: North Atlantic Treaty Organization.

DOD: Department of Defense

DS-110: DOS form "Notification of Appointment of Foreign Diplomatic Officer and Career Consul Officer"

DS-111: "Notification of Appointment of Foreign Government Employee".

EAD: INS standardized "Employment Authorization Document" which includes the alien's photograph and signature.

SACLANT: NATO'S Supreme Allied Commander, Atlantic

I-94: INS form "Arrival/Departure Record" given to a nonimmigrant alien admitted into the United States with an I-94 number preprinted on the form.

I-407: INS form "Abandonment by Alien of Status as Lawful Permanent Resident".

I-508: INS Form "Waiver of Rights, Privileges, Exemptions and Immunities".

I-485: INS form "Application for Status as Permanent Resident". The I-485 package includes the I-485 and other forms necessary for an application for permanent residence.

I-508 F: INS form to be used by French nationals in conjunction with I-508.

I-551: Current INS "Alien Registration Receipt Card", often called a "Green Card".

I-765: INS form "Application for Employment Authorization" is the standard form which an alien is to use to request employment authorization.

PID: Personal identity number, issued by DOS to registered foreign government and international organization personnel and their family members.

Principal alien: A nonimmigrant admitted to work exclusively for a foreign government, international organization, or NATO in A, G or NATO status from whom family members derive their A, G or NATO status.

Statement from prospective employer: The statement must be on the employer's letterhead and must identify the dependent. It must describe the position offered and the duties to be performed. It must state the salary offered, the hours to be worked, and verify that the dependent possesses the qualifications for the position.

Statement from school: The statement, on the letterhead of the post secondary school the dependent is attending, must identify the dependent, certify that he/she is a full-time student, identify the courses being taken and the credit hours being carried, and provide the expected graduation date. The phone number of the certifying official must also be included.

Statement from physician: The statement must identify the dependent and the certifying physician and give the physician's phone number. It must identify the condition, describe the symptoms and provide a prognosis. It must certify that the dependent is physically/mentally unable to establish, re-establish, or maintain a home of his/her own.

Authority

Authority to collect this information is contained in 8 U.S.C 1184, 1255 and 1258. Failure to provide all requested information may delay the final decision or result in denial of your request. INS and Department of State (DOS) will use the information to determine eligibility for the benefit requested, and may provide other government agencies with the information.

Public Reporting Burden

Paperwork Reduction Act Notice. Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. Often this is difficult because some immigration laws are very complex. The estimated average time to complete and file this application is 15 minutes per application. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write to the Immigration and Naturalization Service, 425 I Street, N.W., Room 5307, Washington D.C. 20536. (Do not mail you completed application to this address)

PART A: Information About the Applicant.

1. Your Name (Family/Surname, First/Given, Middle)
2. Your Address (Street Name and Number/Apartment Number)
(City, State, Zip)
3. Your Date of Birth (MM/DD/YY)
4. Your Country of Birth
5. Your Marital Status
☐ Not Married ☐ Married
- 5a. Your Nationality
6. Date You Entered the United States (MM/DD/YY)
7. Your Current Immigration/Visa Status
8. Your I-94 Number (Not applicable to NATO)
9. Your Department of State Personal Identity Number (PID)

PART A: Information About the Applicant (Continued).

10. Are you a full-time, post secondary student? ☐ Yes ☐ No
(If yes, attach supporting documents.)
11. Are you a disabled son or daughter? ☐ Yes ☐ No
☐ Certification attached.

PART B: Information About the Principal Alien

1. His/Her Name (Family/Surname, First/Given, Middle)
 - 1a. Nationality
 - 1b. Job Title
2. His/Her Relationship to You
3. His/Her I-94 Number
- 3a. His/Her current immigration status
4. His/Her Department of State Personal Identity Number (PID)
5. Date His/Her Tour of Duty is Expected to be Completed

PART C: Type of Request

1. ☐ Employment authorization.
2. ☐ Change/Adjustment of Status (Select one)
 - a. ☐ Change of nonimmigrant Status to A or G.
 - b. ☐ Section 247(a), immigrant to A or G.
 - c. ☐ Change of nonimmigrant status from A or G, (specifically to):
 - d. ☐ Adjustment from A or G to immigrant
 - e. ☐ A-1, A-2, G-1, G-2 applying under Section 13.

PART D: Applicant's Certification.

I certify under penalty of perjury that the foregoing is true and correct. I understand false information is a basis for denial or termination of the benefit requested and for other penalties provided by law and regulation. If I am requesting employment authorization under a de facto arrangement or as a G-4 dependent, I further certify that I do not have a criminal record, I have not violated United States immigration and/or visa laws, I have not worked illegally in the United States, and I have paid Social Security and all applicable taxes on all employment in the United States.

Signature: _____

Date: _____

Official Seal

PART E: Certification by Diplomatic Mission, International Organization, or NATO/SACLANT. (check all applicable blocks):

- ☐ I certify that the above information is true and correct to the best of my knowledge and according to the official records of the [mission] [organization] [(strike through inapplicable references)].
- ☐ In the case of an applicant for employment authorization, I further certify that the applicant's eligibility has been verified under the provisions of:
 - ☐ A bilateral agreement with
 - ☐ A de facto agreement with
 - ☐ Without a numerical limit or;
 - ☐ with a numerical limit and this applicant is within the limit; and
 - ☐ Schedule B eligibility.
 - ☐ Based on principal alien being a G-4

☐ In the case of an applicant for status as a principal alien, I further certify that he/she is being offered the position of _____ and has been notified to the Department of State on (date) _____

Signature of Chief of Mission/IO Director/Authorized Deputy/NATO SACLANT Legal Advisor

Name (please print): _____ Duty/Title: _____

Signature: _____

Mission/Organization/NATO SACLANT Location: _____ Phone: _____ Date: _____

PART F: For DEPARTMENT OF STATE/NATO SACLANT use only. The Department of State/NATO SACLANT: Date: _____

1. ☐ Recommends the above request be granted
2. ☐ Recommends the above request be denied for the following reason(s): _____ Control No: _____

Signature: _____ Office: ☐ Protocol ☐ NATO SACLANT ☐ USUN ☐ Visa Phone: _____

PART G: For IMMIGRATION AND NATURALIZATION SERVICE use only.

FM: Examiner's Name: _____
Phone: _____
INS Office: _____
File: _____

TO:

- ☐ Protocol
- ☐ USUN
- ☐ C/S to _____
- ☐ Granted
- On _____
- ☐ NATO
- ☐ Adjustment
- ☐ Denied

TO:

☐ Visa Office
Subject has filed under Section 13. Please advise this office of your findings.

PART A: Information About the Applicant.

1. Your Name (*Family/Surname, First/Given, Middle*)
2. Your Address (*Street Name and Number/Apartment Number*)
(City, State, Zip)
3. Your Date of Birth (MM/DD/YY) 4. Your Country of Birth
5. Your Marital Status 5a. Your Nationality
☐ Not Married ☐ Married
6. Date You Entered the United States (MM/DD/YY)
7. Your Current Immigration/Visa Status
8. Your I-94 Number (*Not applicable to NATO*)
9. Your Department of State Personal Identity Number (PID)

PART A: Information About the Applicant (Continued).

10. Are you a full-time, post secondary student? ☐ Yes ☐ No
(If yes, attach supporting documents.)
11. Are you a disabled son or daughter? ☐ Yes ☐ No
☐ Certification attached.

PART B: Information About the Principal Alien

1. His/Her Name (*Family/Surname, First/Given, Middle*)
 - 1a. Nationality
 - 1b. Job Title
2. His/Her Relationship to You 3. His/Her I-94 Number
- 3a. His/Her current immigration status
4. His/Her Department of State Personal Identity Number (PID)
5. Date His/Her Tour of Duty is Expected to be Completed

PART C: Type of Request

1. ☐ Employment authorization.
2. ☐ Change/Adjustment of Status (*Select one*)
 - a. ☐ Change of nonimmigrant Status to A or G.
 - b. ☐ Section 247(a), immigrant to A or G.
 - c. ☐ Change of nonimmigrant status from A or G, (specifically to):
 - d. ☐ Adjustment from A or G to immigrant
 - e. ☐ A-1, A-2, G-1, G-2 applying under Section 13.

PART D: Applicant's Certification.

I certify under penalty of perjury that the foregoing is true and correct. I understand false information is a basis for denial or termination of the benefit requested and for other penalties provided by law and regulation. If I am requesting employment authorization under a de facto arrangement or as a G-4 dependent, I further certify that I do not have a criminal record, I have not violated United States immigration and/or visa laws, I have not worked illegally in the United States, and I have paid Social Security and all applicable taxes on all employment in the United States.

Signature: _____

Date: _____

PART E: Certification by Diplomatic Mission, International Organization, or NATO/SACLANT. (check all applicable blocks):

- ☐ I certify that the above information is true and correct to the best of my knowledge and according to the official records of the [mission] [organization] [(strike through inapplicable references)].
- ☐ In the case of an applicant for employment authorization, I further certify that the applicant's eligibility has been verified under the provisions of:
- ☐ A bilateral agreement with
 - ☐ A de facto agreement with
 - ☐ Without a numerical limit or;
 - ☐ with a numerical limit and this applicant is within the limit; and
 - ☐ Schedule B eligibility.
 - ☐ Based on principal alien being a G-4

- ☐ In the case of an applicant for status as a principal alien, I further certify that he/she is being offered the position of _____ and has been notified to the Department of State on (date) _____

Signature of Chief of Mission/IO Director/Authorized Deputy/NATO SACLANT Legal Advisor

Name (please print): _____ Duty/Title: _____

Signature: _____

Mission/Organization/NATO SACLANT Location: _____ Phone: _____ Date: _____

PART F: For DEPARTMENT OF STATE/NATO SACLANT use only. The Department of State/NATO SACLANT: Date: _____

1. ☐ Recommends the above request be granted
2. ☐ Recommends the above request be denied for the following reason(s): _____ Control No: _____

Signature: _____ Office: ☐ Protocol ☐ NATO SACLANT ☐ USUN ☐ Visa Phone: _____

PART G: For IMMIGRATION AND NATURALIZATION SERVICE use only.

FM: Examiner's Name: _____ Phone: _____ INS Office: _____ File: _____	TO: <input type="checkbox"/> Protocol <input type="checkbox"/> USUN <input type="checkbox"/> C/S to _____ <input type="checkbox"/> NATO <input type="checkbox"/> Adjustment <input type="checkbox"/> Denied <input type="checkbox"/> Granted On _____	TO: <input type="checkbox"/> Visa Office Subject has filed under Section 13. Please advise this office of your findings.
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